



NOTICE OF EXAMINATION

**MASTER GENERAL MECHANICAL AND MASTER MECHANICAL
SPECIALTIES**

BUILDING CODE COMPLIANCE OFFICE
METRO-DADE FLAGLER BUILDING
140 WEST FLAGLER STREET, SUITE 1603
MIAMI, FLORIDA 33130-1563
(305) 375-2901 FAX (305) 375-2908
CONTRACTOR LICENSING SECTION
(305) 375-2527 FAX (305) 375-2558

MASTER GENERAL MECHANICAL

MASTER MECHANICAL SPECIALTIES

AIR CONDITIONING LIMITED
AIR CONDITIONING UNLIMITED
AMMONIA REFRIGERATION
ELEVATOR MAINTENANCE & SERVICE
GASOLINE TANK & PUMP
HEATING
INSULATION
PNEUMATIC CONTROL PIPING
PRESSURE & PROCESS PIPING

REFRIGERATION & AIR CONDITIONING
REFRIGERATION LIMITED
REFRIGERATION UNLIMITED
ROOM AIR CONDITIONING
SHEET METAL
STEAM GENERATING BOILER & PIPING
TRANSPORTING ASSEMBLY INSTALLATION
TRANSPORTING ASSEMBLY MAINT. & SERVICE
WARM AIR HEATING

EXAMINATION DATE: To Be Announced

DEADLINE FOR FILING: To Be Announced

FEE: **\$315.00** per application (exam included)
The above fee shall accompany subsequent applications for retakes and missed examinations.
(Refunds may be granted only under specific circumstances outlined in Section 10-23 of the Code of Miami-Dade County. In those cases where a refund is applicable, there will be a non-refundable processing fee of \$80. Refund requests must be made in writing no later than six months from the exam date. Original receipt must be presented for a refund.)

EXAM PREREQUISITES

The Construction Trades Qualifying Board (CTQB) must review and approve your application prior to taking an exam. As a prerequisite for taking the master examinations except as noted hereafter an applicant must have held for two (2) years a Certificate of Competency as a journeyman issued by the CTQB and shall have at least two (2) years of prior field experience. The CTQB MAY, in its discretion, accept in lieu of the journeyman certificate, satisfactory proof of:

(a) at least six (6) years of comprehensive, specialized training, education and field experience associated with the trade

OR

(b) registration as a professional engineer in the discipline concerned.

Field experience is defined as experience gained at actual construction sites where the full spectrum of practical situations and problems arising in the trade are found. Drafting, estimating, designing, other office work or maintenance and service installations do not satisfy the requirement.

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*For these exam categories, the CTQB requires the following year(s) of proven experience.

Ammonia Refrigeration	3
Transporting Assembly Installation	3
Refrigeration & Air Conditioning	3
Steam Generating Boiler & Piping	3
Elevator Maintenance & Service	2
Transporting Assemble Maintenance & Service	1

All applicants must submit no later than the deadline date for filing (no exceptions) an application and the following:

- Proof of experience through letters from employers stating the dates of employment and description of work performed. These letters must be signed by the qualifier, president or officer of the respective business and include their license number.
- W-2 tax documents covering the employment period.

EXAM DETAILS

The examinations will be open book. Only those books listed on the NAI Block reference sheet may be brought to the examination. All mechanical specialty exams with the exception of refrigeration & air conditioning are one part, three hours. A minimum grade of 70% is required for passing these exams. The master general mechanic and refrigeration & air conditioning exams are two-part examinations - each part is three hours. In the case of this two-part examination, a minimum grade of 70% must be attained on each part in order to be considered as having passed the examination. If the applicant passed one part and fails the other part, he/she will be given one year to retake only that portion he/she failed.

Applications and reference sheets for these examinations may be obtained at the Miami-Dade County Building Code Compliance Office, Contractor Licensing Section, 140 W. Flagler Street, Suite 1602, Miami, Florida 33130. **The examination reference sheet contains a list of books for the test and additional important information of subjects covered on the exam.**

RECIPROCITY

Broward County offers reciprocity in those categories in the Mechanical trade categories which are the same as Dade County. For reciprocity with Broward County, you must obtain at least 75% on a proctored examination. If you need any additional information, contact Broward County at (954) 765-4890.

It is the policy of Miami-Dade County to comply with all the requirements of the American with Disabilities Act. If you need special accommodations, please contact **EXPERIOR ASSESSMENT**, (800) 280-3926 before the examination date.

This notice is in accordance with Section 10-12 of the Code of Miami-Dade County and is hereby posted.